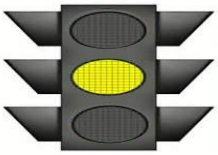
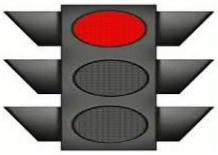
High Sick Leave Consumption
Metro Parks

LouieStat

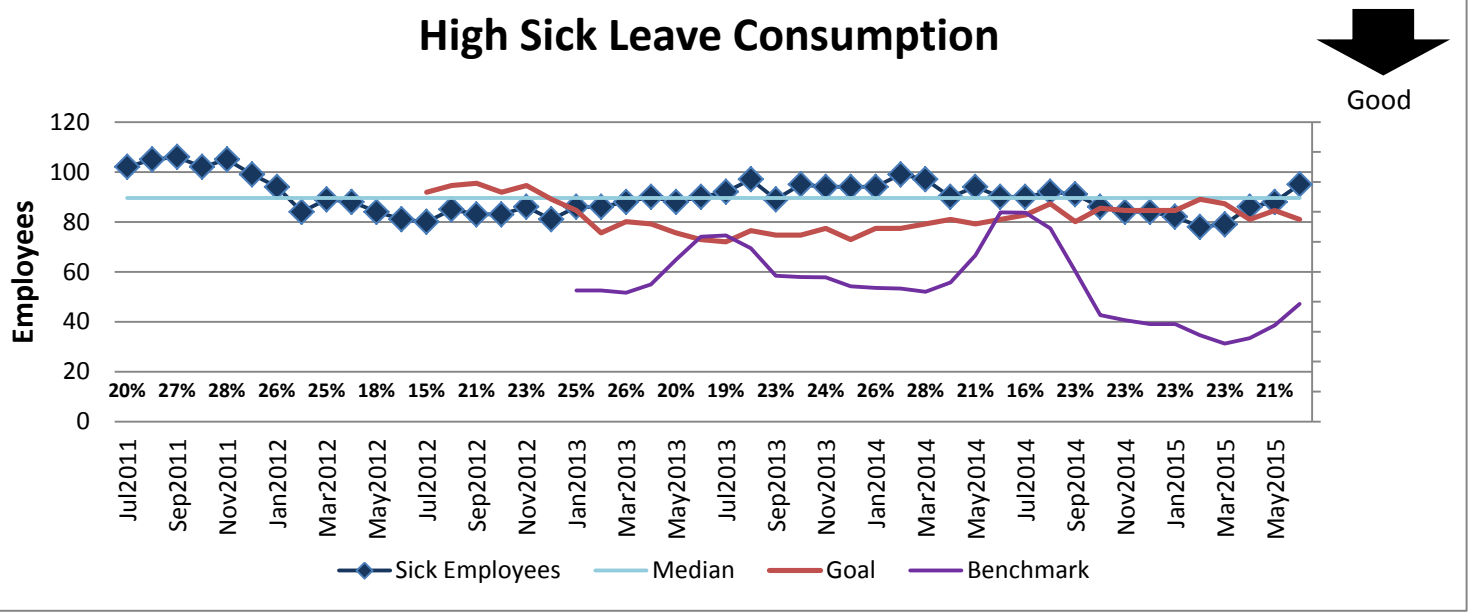
KPI Owner: Nancy Ray **Process: Time & Attendance**

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: CY14 = 91 employees Goal: Reduce the high number of employees by 10% of same month in previous year Benchmark: 9% LMG Top Quartile Mar2015	Data Source: Payable Time Peoplesoft Goal Source: Scope Summary Benchmark Source: OPI sick leave study	Plan-Do-Check-Act Step 4: Generate and prioritize potential solutions Measurement Method: # of employees who used 9 or more out of 12 sick [1]days in a 12 month period; rate calculated by dividing by total employees Why Measure: Promote a culture in which sick time is used appropriately Next Improvement Step: Working with a cross-functional team of HR administrators to discuss/research best practices to improve sick policy and procedures

How Are We Doing?

Jul2014-Jun2015 12 Month Avg Goal	Jul2014-Jun2015 12 Month Average		Jun2015 Goal	Jun2015 Actual	
84	86		81	95	
Employees	Employees		Employees	Employees	

High Sick Leave Consumption



The seven basic quality tools, "5 Whys" technique, brainstorming and other methods will be applied to the measure graphed above. The purpose of using the tools/methods is to understand what makes performance less than desirable if performance is not best in class.

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[1]A "day" is typically defined as standard hours per week divided by 5 unless otherwise stated in a union contract